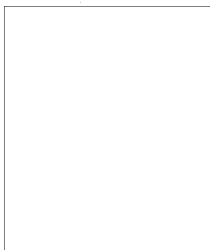


Meetings 5(1)

PAD STAFF MEETING

27 April 1962

Present:



PAD	INFO	ACTION	FILE
CHIEF	<i>gws</i>	✓	
DEPT.	<i>MB</i>		
PO	<i>ga</i>	✓	
SEC			✓

25X1

General

1. [] said the OAK teams now on Mission 9032 would move into the PAD area Saturday due to an air-conditioning unit being installed in the PAS area that day.
2. The plans for [] are all in and next week PAD is supposed to get a final plan back for review. Mr. Amory has reviewed the budget for the building and approval is fairly firm. The completion date is set for 31 December 1962. There will be one month's clean-up period to follow.
3. The budget for PAD is due in to the front office by COB, 27 April. The 1963 and 1964 TO will be submitted to [] sometime next week. [] PI's (excluding the branch chiefs) are planned on for 1963. Total complement for 1964 is estimated at [] PI's. After [] approval, the TO will be discussed with the branch chiefs.
4. [] TP&DS, will be leaving NPIC in June to work for a private concern here in the United States.
5. [] said that a slot may soon be opening up for a PI in Saigon. A cable has gone to Saigon, and if concurrence comes, we will be providing a man in about one month's time.
6. [] will try to procure several copies of the new Joint Chiefs' Dictionary of Military Terms.
7. [] has sent to the front office a summary of the branch chiefs' opinions concerning the receipt of film, but thus far, there has been no reaction.
8. [] mentioned the request he had made this week to the front office asking for cable releasing authority for the senior PAD officers. No answer has been received as yet.
9. [] asked the chiefs to remind their people about taking long lunch hours. Officially, the lunch break is only 30 minutes, but a little leeway is given. The responsibility rests with each person not

25X1

25X1

25X1

25X1

25X1

25X1

25X1

25X1

25X1

25X1

25X1

2.

to abuse this leeway.

10. The branch chiefs were reminded to keep their areas as clean and orderly as possible.

11. [] asked if more large trash baskets could be furnished for the hall. It was decided that the baskets presently in the hall were sufficient, if everyone in PAD emptied his own wastebasket each night.

25X1

12. [] said that all Cuban photography prior to 1 May may be downgraded. A notice covering this downgrading will be forthcoming.

25X1

Personnel

25X1

13. [] said there are now [] in process for employment with PAD.

25X1

14. We have been asked again by the Admin Staff to move the personnel folders sent up for review more rapidly. Admin likes these folders returned within three days.

15. PAD received a request from the Admin Staff asking for a list of potential recruitment sources and a list of professional and trade publications in which NPIC can place advertisements. We are also to provide names of people who could accompany the field recruiters to the various colleges and universities. A group of recruiters are coming in for conferences on 3 May.

16. [] Navy/NPIC, has asked to be considered for employment again. [] will inform him that an interim activities paper must be made out, bringing his personnel data up-to-date.

25X1

25X1

17. [] pointed out new assignments in the DD/I's office: Mr. Ray S. Cline, the new DD/I and Mr. Huntington D. Sheldon, the new Assistant DD/I.

25X1

Briefings

18. Last week [] briefed ORR, OCI and ONE analysts on the latest missile developments. He also briefed the Attorney General, Robert F. Kennedy, on another occasion last week.

25X1

Meetings

19. There were no Operations Board, Secretariat or Advisory Committee meetings last week. The Chairmanship of the Advisory Committee rotates to Army next week. [] reported on the Technical Development Committee meeting of April 26th.

25X1

20. [] reported on a meeting held to discuss changing the MCI to an MCS. PAD prefers a straight index, and the services favor a MCS. The two possibilities will be presented to Mr. Lundahl. Most

25X1

3.

probably the index will be accepted.

21. [] reported briefly on a meeting between the directors of NPIC and the DIA concerning the role the DIA will play at NPIC. A position paper is forthcoming.

25X1

22. [] read [] brief summary of the Technifax seminar; the final report will be disseminated to the branch chiefs when it is finished.

25X1

25X1

271.

Branch Chiefs' Remarks

23. [] mentioned the fact that in many cases no grid designations were ever made on old material. [] recommended that the old grids be recalled and new sets made up with the proper designations. [] recommended that [] talk to TID personnel and see what could be done.

25X1

25X1

25X1

25X1

24. [] said the new time sheets for national projects have been designed by []. The secretaries will fill these out each week using the status sheets.

25X1

25X1

25. [] will prepare a memo regarding the danger to the machines from the low voltage in the PAS area.

25X1